

**Questions and Answers
For PON-10-602
Regional Plans to Support Plug-in Electric Vehicle Readiness**

July 15, 2011

Eligibility for Projects and Applicants

1. Question: Are we required to have the Plug-in Electric Vehicle Coordinating Council (PEVCC) in place prior to submitting our grant request, or can the creation of the PEVCC and submittal of our grant be done simultaneously?

Answer: PEVCCs must be in place and should have convened at least one meeting before the execution of a grant agreement resulting from this solicitation. Therefore, a PEVCC does not have to be in place prior to submitting the application. However, the application must still include the information on the PEVCC required in the evaluation criteria.

2. Question: We are going to utilize the City of Lodi and the City of Lodi Electric Utility Department as two (2) different entities on our PEVCC. The utility only has jurisdiction over its utility infrastructure; the City of Lodi has responsibility for all other City-owned/operated facilities, such as streets, wastewater facilities, pumping stations, transit station, etc. Would these two entities (City of Lodi and Lodi Electric Utility) constitute two separate entities on our required four-member PEVCC?

Answer: Yes. Cities and public utilities are both “public entities” for purposes of the PEVCC under this solicitation.

3. Question: Does each application need to reference its own unique PEVCC, or can one large council serve as an umbrella PEVCC for smaller entities within that region?

Answer: Each application must have a PEVCC comprised of at least four public agencies. The PEVCC can be as large as it needs to be to cover the intended geographic area, including designated cities and counties. The same PEVCC may only receive one award at a time.

For example, a PEVCC that covers three regions may submit an application for funding. The PEVCC is limited to up to \$200,000 to be distributed over the three regions, and may not submit three applications (one for each region). In contrast, a PEVCC applying for a single region may submit an application for funding and receive up to \$200,000 for the single region.

4. Question: Does the PEVCC need to be a newly formed entity that specifically handles this activity and named PEVCC or can an existing entity (not named

PEVCC) manage this application and the resulting project as long as it meets the PEVCC criteria and functions as defined in the PON?

Answer: As long as the entity meets all the criteria specified in Section 7 (Eligible Applicants) the entity may qualify as a PEVCC. For the purposes of the agreement it will be designated as the PEVCC. A lead public entity must be authorized to accept and administer the award on behalf of the PEVCC. The applicant must still include the information required in the evaluation criteria on PEVCCs.

5. Question: Lodi Electric Utility is one of 16 entities comprising the Northern California Power Agency or NCPA. NCPA is a joint powers agency. Could we utilize NCPA as one of our required four-member PEVCC entities?

Answer: Yes.

6. Question: Can you describe the mission and goals for the PEVCC from the Energy Commission's perspective?

Answer: The PEVCC's missions and goals should reflect those set forth in the solicitation and be tailored to the needs of the region. Applicants will not be disqualified for a wrong answer.

7. How would the Statewide Plug-in Electric Vehicle Collaborative that applied for funding under the DOE program interact with regional PEVCCs?

Answer: The Statewide Plug-in Electric Vehicle Collaborative may interact with the region PEVCCs in supporting the PEVCC application to the Energy Commission or providing support once PON-10-602 awards have been made.

8. Question: Can Level 3 DC Fast Chargers be proposed in order to promote EV charging at the same location where fuel-cell vehicles (FCV) get hydrogen (H2), (i.e., can proposals install DC Fast Chargers at H2 stations)?

Answer: No. Applicants can include *planning* for DC Fast Chargers at H2 stations as part of their proposal. However, the Energy Commission will not fund the actual installation or purchase of a DC Fast Charger through this solicitation. Applicants may seek funding for DC Fast Chargers from the Energy Commission's upcoming infrastructure solicitation.

9. Question: Is there consideration for funding incentives for purchasing technologies?

Answer: It would depend on why the technology would be necessary. The applicant would have to explain why the purchase of the technology is important to the development of the regional PEV plan.

10. Question: Will the Energy Commission look favorably on proposals that address only some of the bulleted activities listed in Section 6 of the solicitation?

Answer: The applicant must address *all* the activities listed in Section 6 in the application; however, they only have to discuss *plans* to address them.

11. Question: May we include a summary of work-to-date?

Answer: Yes. However, this will not be sufficient to address all of the scoring criteria required in the application.

12. Question: Will proposals be time stamped?

Answer: Yes. All proposals must be received at the designated location prior to the submission due date and time as specified in the solicitation. Proposals received after the established due date and time will be rejected. Proposals will be processed on a first-come, first-served basis.

Funding

13. Question: May an applicant for PON-10-602 use as their matching funds any grant monies received under the Clean Cities Community Readiness and Planning for Plug-in Electric Vehicles and Charging Infrastructure, DE-FOA-0000451?

Answer: Yes.

14. Question: Are application development and preparation costs eligible to be counted as match funds?

Answer: No. Only costs that are incurred after the execution of a grant agreement may be counted as match funds.

15. Question: For money spent on PEV planning and preparedness: what is the earliest date for this money to be considered for match money on this solicitation?

Answer: The earliest date to consider funds spent as match is the date of grant agreement execution (i.e., when the grant agreement is signed by **both** parties).

16. Question: Please clearly define what "provide verification and documentation" means relative to match funding?

Answer: If the match share is coming from a third party, a letter of commitment is required from the third party that states the dollar amount they will be contributing towards the project. If the match share is coming from the applicant then including those match funds in the proposed budget is sufficient. If awarded a grant, Recipients will be required to provide backup documentation during the invoice process.

17. Question: How would a proposal that requested more than \$200,000 be perceived by the CEC?

Answer: Applicants will not be funded for more than \$200,000. Once the work for an initial award is completed the applicant may apply for additional funds if still available.

18. Question: For public agencies, a resolution is needed for the grant agreement, but Boards normally don't meet during the summer. How should we handle this problem?

Answer: Awards are anticipated to be made in August and agreements can take an additional 2-3 months to develop. Resolutions need to be provided prior to agreement execution.

19. Question: Can we use a recently purchased PEV as match?

Answer: It depends. If the applicant can demonstrate that the PEV is necessary for completing the PEV Readiness Plan (e.g., for a study on PEV use), then the grantee may count the pro-rated value of the PEV as match. The pro-rated value of the PEV is based on its value to the project over the term of the Agreement. Grantees will be required to submit back-up documentation to justify the pro-rated value of the PEV. The full purchase value of the PEV is not applicable as match as it was purchased prior to execution of the agreement. If the PEV is not necessary for completing the PEV Readiness Plan, then its value cannot be used as match.

20. Question: How long will it take to sign the agreement and by what date will the last project begin?

Answer: Once the award is proposed, the agreement must be drafted and approved at an Energy Commission Business Meeting, which can take 2-3 months. Once approved, the agreement can then be executed. The project can begin once the agreement is fully executed. The Energy Commission will propose awards until the funds run out or until July 27, 2012, whichever comes first. The first awards are anticipated to be proposed in August and will continue as proposals are received and funding is available.

Budget

21. Question: On page 12 of the solicitation, item 14 indicates that the Budget must NOT include any profit from the proposed project, either as a reimbursed item or as match share. This information is reiterated in the instructions for the budget spreadsheet. A consulting firm that performs technical services or acts as a project manager will necessarily make a profit for the survival of the company. Page 5 section 7 provides a list of entities eligible to participate in the PEVCC. That list includes Consulting Firms. How should the applicant handle money paid to for-profit entities for products or services?

Answer: The profit referenced here refers to profit to the applicant and the beneficiaries on the proposed project. Subcontractors employed to complete the project who are not otherwise the beneficiaries of the project are not precluded from profiting on the work performed. Project beneficiaries may not circumvent this rule by acting as their own subcontractors.

For example, if an applicant proposes to build a fueling station that it will eventually operate, and requires a construction company to do the grading and building for the station, the construction company may include profit in its bid and budget for the subcontract. In contrast, if an applicant proposes to build a fueling station that a subcontractor will operate and from which it would receive income, the subcontractor may not also profit from the grant.

22. Question: Does the budget need to include subcontract details even if the funds are all match?

Answer: Yes

23. Question: Does the budget need to include subcontract details for all or just the major subcontractors?

Answer: Subcontractor budget details must be provided for all known subcontracts.

24. Question: If we are using rates approved by some known organization and can provide documentation that the rates are acceptable will the Energy Commission accept these rates?

Answer: Rates utilized in the agreement must reflect actual costs incurred by the Recipient. Recipients are required to maintain adequate documentation necessary to justify that the rates do indeed reflect actual costs incurred. The Energy Commission reserves the right to request this documentation.